



NOTES FROM THE DIRECTOR

ESSA Draft Plan

Just a quick note to let you know that we plan to post the initial draft of the state's ESSA plan on Friday. It will be posted on the ESEA page: <https://dpi.wi.gov/esea>. We will also post summary materials and a survey to collect public feedback on the initial plan. I want to emphasize that this is an initial draft; the responses gathered during this public comment period will inform DPI as we add details and refine the plan in the coming months. I encourage you to review the plan, complete the survey, and encourage other educators to do the same! Please feel free to contact us with any accountability questions at oeamail@dpi.wi.gov.

~Laura

Laura Pinsonneault, Director
Office of Educational Accountability

DLM and Forward Test Window

Just a reminder that the DLM and Forward test windows close next Friday, May 5. Thank you for all of your efforts to complete testing in a timely manner. Please do not hesitate to contact the Office of Student Assessment with questions.

Staff Update:

We are bidding farewell to Tahira Chaudary, OSA Forward Exam Coordinator, who is moving on to DPI's Career & Technical Education team as the Dual Enrollment Consultant. Tahira's last day will be this Friday, 04/28. Alison O'hara who has served as the Data/Statistics Consultant with the OEA team, will move over to OSA for coordinating the Forward Exam. She starts in her new position beginning next week.

~Viji

Viji Somasundaram, Director
Office of Student Assessment

WISCONSIN STATEWIDE ASSESSMENT SYSTEM UPDATE

Forward Exam

- **Forward Testing Status & Demographic Data Clean-up**

We have a little over one week left of the testing window for the Forward Exam. As of today, 85 percent of tests have been completed statewide. As we near the end of the Forward testing window, please remember to double check all student demographic data for completeness and

accuracy. All students should be enrolled in test sessions (details below), including those who were not/will not be tested. *All students in grades 3-8 and 10 should be administered the appropriate Forward Exams, or given the proper “Reason Not Tested” codes – including students who tested on the DLM.* Reporting in eDIRECT will be based on student demographics as they are found in eDIRECT. Accountability and WISEdash reporting will be based primarily on student data submitted to DPI through the WISEdata system.

- **Locating Students Not in Test Sessions** As mentioned above, all students must be assigned test sessions. Students not enrolled in test sessions will be counted as not tested. To determine if you have any students not assigned to test sessions:
 1. Click on the “Test Setup” tab after logging into eDIRECT, and then choose “Students.”
 2. Select your district and school, and select “none” for session assignment. Leave all other fields blank. A list of students will appear for your to review in eDIRECT.
 3. If you are interested in downloading this information to an excel file, scroll to the bottom of the page and export to excel and save in a secure location using the file name, “[DISTRICT NAME] Students With No Session [CURRENT DATE].”
- **Forward Exam District Survey**

DRC and DPI are seeking feedback from districts on the 2017 Forward Exam Test Administration. The survey, [found here](#), includes questions about district experiences with eDIRECT, INSIGHT, online resources created for test administration, DRC’s Help Desk, and more. We estimate the survey will take approximately 10-15 minutes, and is intended to be completed primarily by DACs and DTCs. Please help us improve your experience by completing this survey no later than May 30, 2017.
- **Student Reports**

Forward Exam student reports and summaries will be posted to eDIRECT late June. The hard copies of individual student reports will be mailed to districts late July.
- **General Reminders**
 - Please review the manuals and guides posted on the [DPI Forward Exam Resources web page](#) before calling the DRC helpdesk or DPI.
 - Please ensure that you add all student accommodations in eDIRECT prior to printing test tickets. A student’s test ticket will only show online (embedded) accommodations and supports, not standard (non-embedded) ones.

ACT HIGH SCHOOL ASSESSMENTS

ACT with writing and ACT WorkKeys

Reminders

- **Score Reports**
 - The [ACT Data and Results page](#) includes sample reports and reporting resources for district, high school, student, college, and state ACT reporting.
 - The [WorkKeys Data and Results page](#) includes sample reports and resources on district, high school, and student reporting.
 - Please see the [2016-17 School and District Report Schedule](#) for details and delivery dates of various reports.

- **How can a student view their ACT score online?**

- To create a student account, click the link to the [ACT web account](#), choose “Create Account”, and complete the necessary information.
- In order for state testing scores to match to the student account, the first name, last name, date of birth, email address, and home address need to be entered exactly as they were provided on the student answer document.
- If the matching fields provided during the account creation process do not match up with what the student provided on the answer document, then the student will need to contact Student Services (ACT-WebAccount@act.org) to get assistance with matching their scores to their web account.
- Scores are loaded in the system routinely, so if the student at first does not see their results when creating an account, they should check back periodically within the 3-8 week period post testing.

Aspire Early High School

- **Test window now open**

- The Aspire test window launched this week and some districts have started testing.
- The Aspire help desk can be reached Monday - Friday, 6:00am - 7:30pm Central time at 888-802-7502 or by email at ACTAspire_Implementation@ACTAspire.org.

- **Do not close test sessions**

- School and district staff should not close test sessions in the Aspire portal. Rather, ACT Aspire will take care of this task once the testing window has closed.

Reminders

- **Chromebook 57 Update**

- Chromebook OS 57 is now fully supported by TestNav. This is a [recent update](#) to TestNav.
- The [TestNav support website](#) is updated now that test cases on OS 57 are complete.

- **Student Transfers – please check your transfer request queue in the portal**

- New school: The portal administrator at the new school initiates the transfer.
 - Hover over the Students tab and select Student Transfer Request
 - Complete and submit all required information fields including the name of the previous school.
- Old school: The portal administrator at the previous school reviews and approves the request.
 - Portal administrator at the previous school selects the Students tab on the top navigation bar in the Aspire portal, then selects the student request queue, and approves or rejects the transfer requests that are pending as soon as possible.
 - This step must be completed to allow the new schools to establish the test sessions for these students.
 - ***The old school must also remove the transferring student from all test sessions.***

- For more details, see [Portal User Guide](#) p. 40-43 or the *Transferring Students* summative training video in the [Aspire Training Management Site \(TMS\) site](#).
- **Portal Guidance for Students Who Attend School Outside the School Of Residence**
 - There are two distinct situations that may affect your student data reporting in the ACT ASPIRE portal:
 - (A) Students who attend one of the Wisconsin residential schools or County Disability Education Board programs (Wisconsin Center for the Blind and Visually Impaired, Wisconsin School for the Deaf, Lakeland School of Walworth County, Syble Hopp Elementary and Secondary School of Brown County)
 - (B) Students who attend a school in a different district than their district of residence per Individual Education Program (IEP) or other educational plan
 - If either of these situations applies to students in your district, please follow the instructions in the [Aspire Portal Guidance Document for Students who Attend Schools Outside Their School of Residence](#) linked on the [DPI ACT Aspire Test Administration Resources page](#).
- **Instructions for Marking Students as “Will Not Test” in the Aspire Portal**
 - If you have students who will not test either because they are taking the DLM, parent opt out, recently arrived English Learner (EL), or for another reason, leave the students’ information in the portal and **do not add them to test sessions**.
 - Then, follow the steps below to indicate that the student will not test.
 1. Hover over the Students tab, and select Find Students
 2. Locate the appropriate student by using the search fields
 3. From the same Student's Profile, click on the Testing Accountability tab
 4. Select the Subjects the student is not testing in and select the appropriate Will Not Test reason
- **Change to Test Coordinator Role in Aspire Portal**
 - New this year, there is an update to the Test Coordinator Role in the Aspire portal. Users assigned the Test Coordinator Role are now able to view all test sessions.
 - Proctors or room supervisors should be assigned the Educator role in the Aspire portal.
 - Aspire portal administrators should make this change to user roles as necessary.
 - After updating users’ roles, it may take an hour or two for the new permissions to refresh.
 - For assistance, please contact ACT Aspire Early High School Customer Support at (888) 802-7502.
 - Please note this update is not reflected in the User Role Matrix found in Appendix D, p. 127-140 of the [2017 Portal User Guide](#). Remember that in Avocet, to see the full document, you need to click the download icon in the top right of the window to download.

Reading Readiness

- **2017-18 School Year**
 - For the 2017-18 school year, the reading readiness requirement will remain the same as the 2016-17 school year. Districts will be required to assess for reading readiness all 4 year old kindergarten through 2nd grade students at least once during the school year.

Each school board and the operator of each charter school shall select the appropriate, valid, and reliable assessment of literacy fundamentals to be used. The school board or operator shall ensure that the assessment evaluates whether a pupil possesses phonemic awareness and letter sound knowledge.

- **REIMBURSEMENTS**

- DPI will be issuing reimbursement checks to districts within the next two months. If you have questions, please contact Duane Dorn at 608-267-1069 or duane.dorn@dpi.wi.gov.
-

ACCESS for ELLs

Reminders

- **UPCOMING DEADLINES**

- **May 4, 2017**
 - Post-Reporting Data Validation Window Closes

- **INFORMATION ON STANDARD SETTING IMPACTS**

- Last summer WIDA undertook a Standard Setting. This revised the ACCESS for ELLs Cut Scores.
- Student Progress will look different on ACCESS this year. Information is being released over the next few months [here](#).
 - Please note the Overview Flier and Parent information on that page.
- Recorded webinars explaining the changes can be found [here](#).
- Information on student growth and future ESSA accountability plans available [here](#).

- **English Language Proficiency (ELP) SCREENER CHANGES for 2017-18**

- For Grades 1-12
 - WIDA will be discontinuing the W-APT on August 31.
 - The new screener for these grades is called the WIDA Screener.
 - The WIDA Screener is essentially the current ACCESS test with fewer questions.
 - Administration is identical, but Speaking and Writing are scored locally.
 - Paper versions are available for purchase, while the online version is free.
 - MODEL will not be allowed as a screener for grades 1-12 after this school year, as it's no longer completely aligned with the ACCESS for ELLs test due to last summer's Standard Setting. (See below.)
- For Kindergarten
 - You can use either the K-WAPT or the K-MODEL for screening.
 - The K-WAPT remains free, and the K-MODEL is still a district purchase.
- Training
 - Available now on the WIDA Website [here](#).
 - Add privileges for your staff under "My Account & Secure Portal" > "User Account & Training Status". Check off the 'Screener' box.
- Availability of WIDA Screener
 - We will enable the WIDA Screener on May 8th.
 - Look for an email from DRC with information on this topic on May 8th.

Dynamic Learning Maps (DLM)

Reminders

- **DLM Status for KITE Client has returned to GREEN.**
 - This means that there are no delays and the system is functioning normal. DLM will continue to monitor the system to ensure a smooth testing experience. Please share the following information with your test administrators:

How to tell if it's a good time to test a student?

- Go to <http://dynamiclearningmaps.org/kite>
 - If the status on the KITE Client is green, you should be good to go. If the status is yellow or red, DLM suggests to avoid testing students if possible.
- **Test Administration Monitoring Report**
 - At the state level, 78 percent of the required testlets have been completed. District Assessment Coordinators should use the Test Administration Monitoring Report function in Educator Portal to ensure that all required testlets are completed by the end of the test window. However, please note that Social Studies testlets are being reported as a 'zero' for all students in this report. DACs should confirm with test administrators that they have completed the rater form and submitted the performance level for students in grades 4, 8 and 10. All other content areas are reporting accurate data.
 - **Student Test Tickets and Testlet Information Pages (TIPS)**
 - Instructions on how to locate student test tickets and Testlet Information Pages can be found in the [Educator Portal User Guide](#) beginning on p. 53. Please see the REMINDER below if you are unable to locate test tickets.
 - **DLM Test Tickets**
 - Please remember that test tickets will only appear if a student has been rostered in each required content area and whose First Contact Survey (FCS) has been submitted. Test administrators must complete the required training and agree to the security agreement in Educator Portal before they will receive test tickets for a student.
 - **DLM Test Administration Monitoring**
 - It is important for district assessment coordinators to monitor the completion of the DLM testlets. Those with the District Technology Coordinator (DTC) role in Educator Portal are able to download a *DLM Test Administration Monitoring Report* in order to track the number of testlets required and completed. Directions on how to use the Report function can be found in the [Educator Portal User Guide](#) beginning on page 75.

- **Required Number of Testlets Per Grade and Content Area**

- The chart below shows the number of testlets to expect during spring assessment. It is organized by grade for each subject area. Wisconsin assesses English language arts and math in grades 3-11, science in grades 4 and 8-11, and Social Studies in grades 4, 8 and 10. Test administrators should verify that they have completed all required testlets before the end of the test window. Students may be assigned Field Test testlets once all of the required operational testlets have been completed. Test administrators will know that it is a field test testlet by the naming convention. Field test testlets will contain a 'R' in the name e.g. ELA RI.3.4 IP R4943.

Grade	Math Testlets	ELA Testlets	Science Testlets	Social Studies Testlet
3	6	7	-	-
4	7	7	9	1
5	6	7	-	-
6	6	6	-	-
7	6	6	-	-
8	6	6	9	1
9	6	6	9	-
10	6	6	9	1
11	6	5	9	-

- **Student Mobility During Window**

- Every year, students move during the spring assessment window. Several methods are available to move a student from one school to another. Once testing has begun, some methods are highly effective and some are not recommended. The DLM created [document](#), serves as a guide for these methods. Please contact [Kristen Burton](#) or the [DLM Helpdesk](#) for assistance if necessary.

- **Teacher Survey**

- DLM staff request your help encouraging teachers to participate in the teacher survey in support of the assessment's validity argument. A teacher survey is assigned for every student in KITE® Client. Teachers are encouraged to administer at least one testlet per content area prior to responding to the survey. Sections inquiring about the teacher's experience only need to be completed once if the teacher receives multiple surveys (one per student). The total survey may include between 8-12 items and is estimated to take 5-10 minutes to complete.

- DPI has created checklists for [Test Administrators](#) and [District Test Coordinators](#) with the required steps for the DLM assessment. We hope that you find these new tools helpful.

DAC DIGEST DIGESTIBLES

Important Dates to Remember

April	3: Deadline to set up Proctor Cache.	Aspire
	3-21: Window for technology coordinators to conduct final online technology readiness testing.	Aspire
	14: Deadline to enter PNPs and set up online test sessions.	Aspire
	17-21: Districts receive paper shipments for Braille, Large Print, and ASL.	Aspire
	24-May 26: ACT Aspire testing Window	Aspire
May	5: DLM test window closes	DLM
	15: Deadline to enter not tested reasons in PearsonAccessNext	ACT/WK
	26: Aspire test window closes	Aspire

Important Tasks to Remember

<input type="checkbox"/> Review DAC Guide . <input type="checkbox"/> Review Accessibility Guide and Training . <input type="checkbox"/> Review Test Administration Manual . <input type="checkbox"/> Review eDIRECT User Guide - Students and Testing . <input type="checkbox"/> Practice with Online Tools Trainings .	Forward
<input type="checkbox"/> Manage users and permissions in the Aspire portal. <input type="checkbox"/> Assign room supervisors and proctors the Educator role in the Aspire portal. <input type="checkbox"/> Upgrade to TestNav 8.8 for Aspire testing. <input type="checkbox"/> Setup Proctor Cache for Aspire. <input type="checkbox"/> Enter PNPs in Aspire portal. <input type="checkbox"/> Set up online test sessions in Aspire portal. <input type="checkbox"/> Conduct test staff training session. <input type="checkbox"/> Print student authorization tickets and store in a secure place.	Aspire Early High School
<input type="checkbox"/> Review Data Validation modules. <input type="checkbox"/> Plan for Data Validation March 7-15.	ACCESS
<input type="checkbox"/> Update secure browser for DLM KITE Client . <input type="checkbox"/> Add new users, students and rosters to Educator Portal and <i>validate</i> the data. <input type="checkbox"/> Encourage test administrators to complete the required test administrator training as early as possible.	DLM
<input type="checkbox"/> Submit the Reading Readiness Reimbursement Request Form by April 7, 2017. <input type="checkbox"/> Ensure relevant team members are aware of the information regarding reading readiness assessment at Reading Readiness Overview and Reading Readiness FAQ .	Reading Readiness

Online Resource Highlights

As new resources are posted to our website, we will include them here for your convenience. This is NOT an exhaustive list, but meant to highlight resources with significant relevance to our upcoming test windows.

Resource	Description	Assessment
----------	-------------	------------

ACT and WorkKeys Report Schedule	Descriptions and delivery dates for district, school, and student-level reports	ACT/WorkKeys
ACT Data and Results	DPI webpage with links to sample reports and resources for understanding and using ACT reports	
TestNav 8 Online Support page	Information on upgrading TestNav to 8.8	Aspire
Schedule of Events	Calendar of Aspire dates and deadlines - updated 2/9	
Technology Readiness Webinar	Recording of Aspire Technology Webinar	
Test Administration Webinar	Recording of Aspire Test Administration Webinar	
ACT Aspire TMS Training Site	Self-paced training modules on a variety of topics related to pre-test tech readiness, assessment preparation, assessment administration, post assessment steps, and reporting and data usage. To access the modules, go to the website, enter your email address, and then select the training videos from the summative module category.	
ACCESS for ELLs Calendar	Provides an overview of relevant 2016-17 dates	ACCESS
WIDA Resources	Revamped training and manuals for 2016-17	
Educator Portal User Guide	Provides guidance and support for users navigating Educator Portal	DLM
Data Management Manual	Supports data managers with managing user, student, and roster data in Educator Portal	DLM
Test Administration Manual	Supports Test Administrators in preparing themselves and students for the DLM assessment	DLM
OSA Office Hours Webinar - 3/16 recording now posted	The DAC Resources and Trainings page will house our recorded webinar, as well as the accompanying PPT	General
Report Card Resources	Various resources to assist in understanding, explaining, and using the 2015-16 School and District Report Card data	OEA